

CBS Manager Meeting Minutes

Name of group holding the meeting: CBS Managers

Who called the meeting: Bob Bair

Date: 11/10/04

Time: 11:00

Place NOAA

Attendees:

Bob Bair	(OFM)
Bill Starr	
Bill Isbell	
John Sansing	
Patricia Jackson	
Teresa Coppelino	(NIST)
Wende Wiles	
Scott Montgomery	
Ted Wolfgang	(NOAA)
Chris Suzich	
Jim Aikman	(Census)
Ghee Tara	(EDA)

Agenda:

1. Status of CSTARS/CBS Interface and CCR
2. Status of on-going projects
3. Business Case for improving business processes
4. NIST CBS Portal - Next steps
5. Name change from CAMS to CBS
6. CBS teams and user groups
7. Bureau activities

Key issues or topics addressed:

CAMS to CBS Name Change: Our program is making the transition from CAMS to CBS and eliminating CAMS as a budget line item. We have changed the Exhibit 300 and announced the name change to the CITRB. This name change allows us to incorporate other business systems into CBS over time. CFS still remains as the core system.

NIST Portal: NIST will chair an initial meeting on Monday, 11/15, and will prepare goals and strategies for a CBS-wide portal.

Central Contractor Registry/CSTARS: The CSC is late on software acceptance testing. The CSC is working with GCE, the vendor, to work out software quality problems (too many bugs). This will not affect CSTARS, which is on schedule. There are complicated contractor relationships in getting the CCR and CSTARS in synch.

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CACI is not as far along as Accenture in providing capabilities. Staff will meet with CACI every 2 weeks to monitor progress and keep them on track.

Bureaus need to identify programs that interact with vendor tables to see if they are impacted by the CCRcode.

There are multiple uses of the requisition screen (MOUs, interagency agreements, etc) and CACI has agreed to imbed this new code into their corporate product so DoC does not have a customized version of CSTARs. OAM is leading a group to look at options for handling non-acquisition requisitions in CSTARs.

Trial Table: The CSC plans to change the table structure and centralize the posting process. Changes include making the fund code alphanumeric, expanding the line item from 3 to 6 characters, adding foreign currency and country fields, and adding a foreign key. The kick-off meeting will be November 22nd.

Budget Module: Changes include adding pennies in the budget screen to avoid on top adjustments. The CSC plans to deliver changes in segments. There are a number of tough challenges, including doing apportionments by quarter, category B, and doing allotments and sub-allotments from the same screen. A kick-off meeting was held on November 10th.

Reimbursable Agreements: The CSC is in the requirements development phase, including documenting the WIP process.

Reorganization: We need to set up a group to discuss alternatives. Funds control is a major issue

Other CSC Activities: The CSC is buried in Level 1 ARs. The next maintenance release is on schedule.

Business Case: Paula Copeland, detailed from NIST, will lead the effort and look at the improving financial management across DoC. Areas to be examined include:

- Financial operations across DoC – Cost, FTEs, transactions, and transaction \$ value.
- IT resources – Assets that support CBS and feeder systems
- Comparison to other agencies – Look at shared services: What is being done, Why, and History.

The business case group will look at the value of consolidation and providing shared services for financial operations and IT services. Paula will be talking to bureau managers to identify representatives for the group.

Other Items:

The CSC has set up a number of program-wide teams and they are working out well.

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Bureaus were asked to review their SystaLex contract Ad Hoc hours requirements and provide revised estimates to Bill Starr. Bill will send out initial Ad Hoc requirements.

Census:

- Have established a change control board.
- Un-integrating ETMIS+, TMIS+, and CAMS Printing from CBS and plan to use standard interface.
- Census is moving toward blade technology.

NOAA:

- Budget Deconstruction – What set of numbers should be used for other business systems? Which other business systems should be included in this project?
- NOAA had request for obligation data by Congressional District
- GL005 issues – Need before close of quarter.

NIST:

Teresa announced that her division, NIST Business Division, has been reorganized and the new teams/team leaders are:

- Financial Systems Support Group – Scott Montgomery
- Development Management Support Group – Wende Wiles
- Business System Support Group – Robin Breeze

NIST has instituted 2 new change control boards:

- Internal development and end users
- Technology with CIO

Action Items

1. Bill Starr will send out initial Ad Hoc requirements for new SystaLex contract.
2. Teresa Copolino will make reservations for lunch at Old Ebbitt Grill
3. Need to look at the feasibility of including congressional district data in CBS so we are able to report obligation data by congressional district.

Dates of Next CBS Manager Meetings will be:

December 9th – EDA – Lunch at Old Ebbitt Grill
January 13th – NIST
February 10th – CSC
March 10th – Census
April 14th – NOAA

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May 12th – EDA

June 9th – NIST

July 14th – CSC

August 11th - Census